

APPLICATION CHECKLIST

Motor Common Carrier or Motor Contract Carrier Of Household Goods in Use

Use this checklist to make sure you have enclosed all required items or your application will not be processed. You cannot operate in Pennsylvania until you receive a Certificate of Public Convenience from the Commission.

- The original Application with original signatures (unless e-Filed with the Commission's online e-Filing system at www.puc.pa.gov)
- Applicant's Verified Statement.
- A certified check, money order, or check from your attorney for \$350 made payable to "Commonwealth of Pennsylvania;"
- Application is being made as an individual or sole proprietor.
- IF application is being filed by a Partnership, provide a list of the names and addresses of ALL partners.
- IF application is being filed by a Limited Partnership, provide a list of names and addresses of ALL partners, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Limited Liability Partnership, provide a list of names and addresses of ALL partners, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Limited Liability Company, provide a list of the names and addresses of ALL members and the Title of each member, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Corporation for Profit, provide a list of ALL corporate officers and titles, the name of each shareholder, distribution of shares, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Corporation Non-Profit, provide a list of ALL corporate officers and titles and those serving on the Board of Directors, and your PA Corporation Bureau Entity ID Number.

ALL Parties to proceedings pending before the Commission must open and use an e-filing account through the Commission's website, OR you may submit your filing by overnight delivery. If a filing contains confidential or proprietary material, the filing is required to be submitted by overnight delivery.

If not e-Filed, mail your application and attachments to: **SECRETARY PA PUBLIC UTILITY COMMISSION, 400 NORTH STREET, 2ND FLOOR, HARRISBURG, PA 17120**

Corporate entities (corporations, LPs, LLPs, and LLCs) and fictitious trade names must be registered with the PA Department of State. Companies incorporated in other states must register as a foreign business corporation. Individuals acting as sole proprietors and partnerships do not have to register.

If you are not registered with the PA Department of State, you can apply at its website at www.dos.state.pa.us/corps on how to do business in Pennsylvania as:

PA Corporations (Profit and Non-Profit) – apply for Articles of Incorporation

Foreign Corporations – apply for a Certificate of Authority

PA Limited Partnerships (LPs), Limited Liability Partnerships (LLPs), and Limited Liability Companies (LLCs) – apply for an Application of Registration

Fictitious Name Registration – File ONLY IF Trade Name will be different than the business name you register with the PA Department of State.

General Information for Preparing and Filing the Application for Motor Common/ Contract Carrier of Household Goods in Use.

1. This application is required to request a Certificate of Public Convenience (for Common Carriers) or Permit (for Contract Carriers) to operate as a commercial carrier of household goods in use.
2. Upon approval of the application, you will be notified that prior to providing service in Pennsylvania you must submit evidence of insurance to the Public Utility Commission. Your permanent evidence of insurance will be a Form E for bodily injury and property damage insurance. This form is mailed to the Commission directly from the home office of your insurance carrier. The name and address on your Form E must exactly match the name and address you have provided on your application. Your insurance company must subscribe to the NIC Insurance Filing website at www.nicinsurancefilings.com. You will request the insurance company (not the agent) to file the required insurance forms electronically through NIC. Mailed insurance forms are no longer acceptable. The minimum limits of insurance are as follows:

Bodily Injury - The liability of the insurance company on each motor vehicle operated in common or contract carrier service shall be in amounts not less than \$300,000 per accident for a vehicle with a manufacturer's gross vehicle weight rating of 10,000 pounds or less, in the case of a single vehicle, or a manufacturer's gross combination weight rating of 10,000 pounds or less, in the case of an articulated vehicle. The liability of the insurance company on each motor vehicle operated in common or contract carrier service shall be in amounts not less than \$750,000 per accident for a vehicle with a manufacturer's gross vehicle weight rating over 10,000 pounds, in the case of a single vehicle, or a manufacturer's gross combination weight rating over 10,000 pounds, in the case of an articulated vehicle. Insurance coverage of motor carriers of household goods shall meet the requirements of 75 PA C.S. §1711 (relating to required benefits).

Cargo - \$5,000 for loss or damage to cargo being transported.

Mission Statement

At J Rob Moving Solutions, we aim to provide reliable, efficient, and stress-free moving services for households and families. We are committed to treating every item and every customer with care, integrity, and professionalism—ensuring a seamless transition to their new journey, one move at a time.

Vision Statement

Our vision is to become the most trusted and customer-centric moving company in Pennsylvania and beyond, known for delivering exceptional quality, innovative solutions, and personalized service that continuously exceeds expectations. At J Rob Moving Solutions, we aim to redefine the moving experience by fostering trust, building lasting relationships, and making every move an effortless experience for our customers.

Application for Motor Common Carrier or Motor Contract Carrier of Household Goods in Use.

THIS APPLICATION IS REQUIRED TO REQUEST A CERTIFICATE OF PUBLIC CONVENIENCE (FOR COMMON CARRIERS) OR PERMIT (FOR CONTRACT CARRIERS) TO OPERATE AS A COMMERCIAL CARRIER OF HOUSEHOLD GOODS IN USE.

1. **Legal Name of Applicant** (Individual, Partnership or Corporation)

J Rob Moving Solutions, LLC

- If you are an individual who has not formed any type of corporate entity, you should enter your name **as it will appear on your insurance documents**.
- If you are filing for a partnership, but **not a limited liability partnership**, the names of all partners must be entered on this line. Those names should be entered **as they will appear on your insurance documents**. This includes husbands and wives filing jointly.
- If you are filing for a corporate entity (corporation, limited liability company, or limited liability partnership), **even if you are the sole shareholder member**, you must enter the name **exactly as it appears on the registration papers from the Corporation Bureau of the Pennsylvania Department of State**.

2. **Trade Name** (Attach a copy of fictitious name registration if applicable)

N/A

This is any name which you will be operating under which differs from the **LEGAL NAME OF APPLICANT**. A **TRADE NAME** is considered a **FICTITIOUS NAME** if the identity of the applicant cannot be readily determined. *EXAMPLE: John Doe is the applicant and wants to use the name "Johnboy Trucking" as his trade name. People cannot readily determine that John Doe is the actual operator; therefore, the name is fictitious and must be registered as such. Trade names such as "John Doe Trucking" or "J. Doe Trucking" are not considered fictitious and would not have to be registered.*

3. **Do you currently hold PUC Authority?** NO **Previous Authority?** NO

If YES, at PUC No. A- _____

4. **Are you a business entity registered with the PA Dept. of State?** NO

If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number 0007362509
(See checklist and indicate type of business entity registered)

5. If either a Corporation or Limited Liability Company, please list members (LLC) or shareholders and officers (Corporation).

Robert Robinson

6. Mailing Address

2506 Rivington Ter
Street Address

Harrisburg, PA 17103 Dauphin
City, State and Zip Code County

(717) 686-5847 Depchief301@gmail.com
Telephone Number E-Mail Address

This is the e-mail address to which the Commission will send all official documents issued by the Commission until further notice.

7. Physical Address (if different from Mailing Address. Do not use a PO Box.)

2506 Rivington Ter
Street Address

Harrisburg, PA 17103 Dauphin
City, State and Zip Code County

(717) 686-5847 Depchief301@gmail.com
Telephone Number E-Mail Address

The address entered here should reflect the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment. If left blank, it will be assumed that the PHYSICAL ADDRESS is the same as the MAILING ADDRESS

8. Attorney (if applicable)

N/A
Attorney's Name & Telephone Number for this Filing

Attorney's Address E-mail Address

An attorney's name should only be entered if an attorney is filing the application for a client and the application is being sent under the attorney's cover letter.

9. Does applicant have a USDOT Number?

✓ No Yes, at No. _____

10. **Describe the service area proposed by this application.**
(Use the space below or attach additional sheet if space provided is not sufficient).

We plan to transport goods in use between
points in Pennsylvania

Examples:

- *To transport household goods in use between points in Pennsylvania.*
- *To transport household goods in use from points in Centre County to points in Pennsylvania, and vice versa.*

11. **Certification:**

Applicant certifies that it is not now engaged in unauthorized intrastate transportation for compensation between points in Pennsylvania and will not engage in said transportation unless and until authorization is received from the Pennsylvania Public Utility Commission.

Applicant further certifies that it understands the requirements of the Pennsylvania Public Utility Commission, especially as they relate to safety and insurance and that it may be subject to civil penalties, suspension or cancellation of the Certificate for failure to comply with Commission requirements.

Applicant further certifies that it understands that it is subject to an annual assessment based upon its reported gross Pennsylvania intrastate revenues; said assessment to help defray expenses incurred in regulating Motor Common Carriers of Household Goods in Use; and acknowledges that failure to report revenue and pay its annual assessment may result in civil penalties, suspension or cancellation of the certificate.

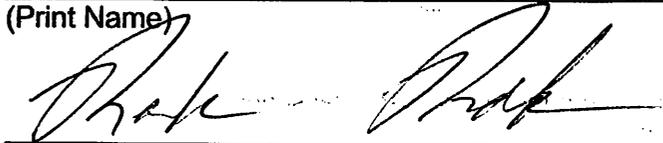
Verification of Application

I/We hereby state that the statement(s) made in this application is/are true and correct to the best of my/our knowledge and belief.

The undersigned understands that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Robert B Robinson

(Print Name)



(Signature)

DEC/17/2024

(Date)

The verification of the application must be completed by the applicant appearing on Line 1 of the application by the named individual, all partners if a partnership, a member (if a limited liability company), or by the President or Secretary (if a corporation).

VERIFIED STATEMENT OF APPLICANT

THE FOLLOWING INFORMATION IS REQUIRED BY THE COMMISSION TO DETERMINE THE APPLICANT'S FITNESS TO OPERATE. STATEMENTS SHOULD BE TYPED OR PRINTED. ILLEGIBLE STATEMENTS WILL DELAY YOUR APPLICATION.

J Rob Moving Solutions LLC
Legal Name of Applicant

N/A
Trade Name, if any

2506 Rivington Ter Harrisburg PA 17103
Street Address (principal place of business) City or Municipality State Zip Code

The Verified Statement of the Applicant factual details about your proposed transportation service. Your Verified Statement must answer all of the items listed below and on the following pages. Provide as much information as possible to prevent delay in processing your application. If you need more space to provide your answer, please attach additional pages identifying the appropriate item number.

1. Identify the person making the Verified Statement on behalf of the applicant. If an employee/officer of applicant is making the statement, give name, title, business address and telephone number.

Rob Robinson, owner cell: 717 686-5847
2506 Rivington Ter
Harrisburg PA 17103

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation. Rob Robinson, the owner of J Rob Moving Solution, LLC is not affiliated with any other carriers.

3. Please provide evidence of minimum of two-years' experience with a licensed household goods carrier or the equivalent as required by 52 Pa. Code §3.381(c)(1)(iii)(A)(II)(-I-).

see exhibit C

4. Describe your facilities, record maintenance plan and your communication network. Please include a description of your physical location, to including office machines that will be utilized, and the facility to house vehicles. As a carrier of household goods in use, applicant should include a description of storage facilities, if applicable. Please include an explanation of your plan to maintain records required by the PUC, as well as normal business records. In regard to your communication network, please explain how you will receive customer requests for transportation, how you will dispatch the vehicles to fulfill the request, and how you will maintain continuous communication with your drivers.

see exhibit 1

5. Please state the number of drivers you intend to use or hire in your business and explain why that number of drivers is appropriate for the size of the territory you will be serving. In addition, please explain:
- a. Your hiring standards for drivers;
 - b. Your system for conducting criminal background checks;
 - c. Your driver training program;
 - d. Your system for conducting driver license checks;
 - e. Your policies regarding alcohol and drug use by your drivers.

See Exhibit 2

6. Please state the number of vehicles you plan to use in your business and why that number is appropriate to provide reasonable and efficient service to the territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below.

Exhibit B

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY*</u>	<u>VEHICLE ID #</u>	<u>MILEAGE</u>

7. Describe your vehicle safety program. Please include the following in your explanation:
- a. Your periodic vehicle maintenance plan
 - b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

See Exhibit 3

Exhibit C

Mr. Robert Robinson has over twenty years of experience with licensed household goods carriers including but not limited to:

- **Geo Weaver 2008 – Current**
- **Parks United Van Lines 2006 – 2008**
- **Bekins Van Lines 2003- 2005**
- **Joe Moholland May Flower Van Lines 1999- 2001**
- **Apple Transfer Agents of Paul Arpin and Wheaton Van Lines 1997 - 1999**

Exhibit 1

Record Maintenance Plan

The Record Maintenance Plan ensures that all customer, operational, and financial data is organized, secure, and easily accessible. Using Move It Pro's features allows our company to streamline record-keeping while ensuring compliance with industry standards and regulations.

1. Customer Records

- What to Maintain:

- Customer contact information.
- Details about the move (origin, destination, dates, and times).
- Quotes, estimates, and signed contracts.
- Inventory of household goods.
- Special requests or notes (e.g., fragile items, oversized furniture, etc.).
- Payment history and invoices.

- How to Use Move It Pro:

- Use the CRM (Customer Relationship Management) feature to store all customer details in one place.
- Attach contracts, inventory lists, and payment records to each customer profile.
- Set reminders for follow-ups (e.g., confirmations, feedback requests).

2. Employee Records

- What to Maintain:

- Employee contact information.
- Job roles and schedules.
- Training records (e.g., safety training, vehicle operation certifications).
- Payroll and benefits information.

- How to Use Move It Pro:

- Organize employee schedules and assign them to specific jobs in the system.
- Use the time-tracking feature to record work hours and payroll-related data.

3. Vehicle and Equipment Records

- What to Maintain:

- Vehicle maintenance logs (e.g., oil changes, inspections, repairs).
- Registration, insurance, and licensing documents.
- Equipment inventory (e.g., dollies, straps, boxes).

- How to Use Move It Pro:

- Track the usage of vehicles and equipment for each job.
- Schedule maintenance reminders for vehicles and other tools.

4. Financial Records

- What to Maintain:

- Invoices and payment history.
- Expenses (e.g., fuel, repairs, employee wages).
- Tax documents and filings.

- How to Use Move It Pro:

- Use the billing and invoicing feature to generate and store invoices.
- Integrate with QuickBooks or other accounting software if necessary.

5. Compliance Records

- What to Maintain:

- Proof of insurance (liability, cargo insurance, etc.).
- FMCSA operating authority documents.
- Pennsylvania Public Utility Commission (PUC) certificates.
- Driver qualification and hours-of-service logs.

- How to Use Move It Pro:

- Upload and store important compliance documents in a secure, centralized location.
- Set alerts for renewal deadlines (e.g., insurance, registrations, certifications).

6. Retention Schedule

- Follow industry best practices for document retention:

- Customer/job records: Retain for 5+ years.
- Financial records: Retain for 7+ years (to comply with IRS guidelines).
- Compliance documents: Retain as required by regulations.
- Vehicle maintenance logs: Retain for the life of the vehicle or equipment.

Communication Network

Our “Communication Network” ensures seamless interaction between your team, customers, and stakeholders. Move It Pro’s built-in communication tools and other technologies can create a highly efficient system.

1. Internal Team Communication

- Channels:

- Use Move It Pro’s team messaging feature to communicate job details, schedules, and updates.

- Set up a group messaging app like Slack or Microsoft Teams for general discussions, updates, and emergency communication.

- Best Practices:

- Assign team members to specific jobs using Move It Pro.

- Provide real-time job updates through the app.

- Ensure all team members have access to the platform and are trained to use it effectively.

2. Customer Communication

- Channels:

- Use Move It Pro’s automated reminders to send customers updates on their move (e.g., confirmation emails, appointment reminders, and follow-ups).

- Provide customers with a direct phone line or email for questions.

- Enable real-time communication (e.g., text or email) for last-minute updates or concerns.

- Best Practices:

- Send pre-move checklists and tips to customers (via email or Move It Pro).

- Confirm the move details 48-72 hours in advance.

- Follow up post-move to request feedback and reviews.

3. Field Staff Communication

- Channels:

- Use Move It Pro's mobile app to share job details, customer instructions, and real-time updates with moving crews.

- Equip drivers and crew leaders with company-provided smartphones or tablets for easy access to the system.

- Best Practices:

- Ensure all job details (e.g., addresses, inventory, special instructions) are entered into Move It Pro and accessible to field staff.

- Use GPS tracking and routing tools (integrated with Move It Pro) to optimize travel time.

4. Emergency Communication

- Channels:

- Use an emergency group chat or phone tree to contact employees quickly in case of unexpected changes or issues (e.g., weather delays, vehicle breakdowns).

- Maintain a dedicated emergency contact number for customers to report urgent issues.

- Best Practices:

- Train your team to handle common emergencies (e.g., damaged goods, late arrivals).

- Designate a point person to address customer complaints or urgent requests.

5. External Stakeholder Communication

- Channels:

- Use Move It Pro to generate and share reports with stakeholders (e.g., insurance providers and regulatory agencies).

- Maintain regular communication with vendors and partners (e.g., equipment suppliers and fuel providers) via email or phone.

- Best Practices:

- Keep detailed logs of interactions with external parties to ensure accountability.

- Schedule periodic check-ins with key stakeholders to maintain strong relationships.

Implementation Plan

1. Staff Training:

- Train your team to use Move It Pro effectively, particularly the CRM, scheduling, and communication features.

2. Standard Operating Procedures (SOPs):

- Develop SOPs for maintaining records and communicating internally and externally.

3. Technology Integration:

- Ensure Move It Pro integrates with other tools you use (e.g., QuickBooks, Slack, GPS tracking systems).

4. Regular Audits:

- Conduct regular audits of customer records, financial data, and compliance documents to ensure accuracy and completeness.

5. Feedback Loop:

- Collect feedback from employees and customers on communication effectiveness and make improvements as needed.

Exhibit 2

Hiring Standards for Drivers

To ensure the safety and reliability of your services at J Rob Moving Solutions, all drivers must meet the following hiring standards:

1. Minimum Requirements:

- Must be at least 21 years old (to comply with FMCSA regulations for interstate drivers).
- Possess a valid Commercial Driver's License (CDL) if required for operating larger vehicles (e.g., trucks over 26,001 lbs).
- Have a clean driving record with no major violations (e.g., DUIs, reckless driving) in the past 3-5 years.
- Must be legally authorized to work in the United States.
- Pass a criminal background check and drug screening.
- Have 1-2 years of driving experience, preferably in moving or logistics.

2. Soft Skills:

- Excellent customer service skills (as drivers often interact with customers during moves).
- Ability to handle physical labor, such as loading/unloading household goods.
- Punctuality, reliability, and professionalism.

System for Conducting Criminal Background Checks

A robust background check system ensures all drivers meet safety and ethical standards.

1. J Rob Moving Solutions will partner with a Background Check Provider:

- Conduct criminal background checks through a reputable service such as HireRight, Checkr, or Sterling.
- Ensure the service complies with the Fair Credit Reporting Act (FCRA) and other applicable laws.

2. What to Check:

- **Criminal History:** Look for felony or misdemeanor convictions, particularly those related to theft, violence, or substance abuse.
- **Driving History:** Review past driving violations, suspensions, or DUIs.
- **Employment History Verification:** Verify previous employment to confirm relevant driving or moving experience.

3. Timing:

- **Conduct the background check prior to hiring and ensure results are documented in the employee's file.**
- **Repeat criminal background checks annually or as required by company policy.**

4. Disqualifying Factors:

- **Felony convictions involving violence, theft, or drugs within the past 7-10 years.**
- **Multiple misdemeanor convictions that indicate a pattern of unsafe or unethical behavior.**

Driver Training Program

A structured training program ensures that all drivers are prepared to meet safety and service standards.

1. Initial Training for New Drivers:

- Orientation: Introduce company policies, expectations, and operational procedures.
- Vehicle Operation:
 - Train drivers on handling moving trucks or vans, including pre-trip inspections, loading/unloading techniques, and parking.
 - Conduct hands-on training to familiarize drivers with the specific equipment used (e.g., lift gates, dollies, straps).
- Customer Service:
 - Teach drivers how to interact professionally with customers, handle complaints, and protect customer belongings.
- Safety Training:
 - Cover defensive driving techniques, accident prevention, and FMCSA compliance (if applicable).
 - Train drivers in proper lifting techniques and how to avoid injuries.
- Emergency Procedures:
 - Educate drivers on handling vehicle breakdowns, accidents, or lost/stolen property.

2. Ongoing Training:

- Conduct quarterly or annual refresher courses on safe driving practices, regulation changes, and improvements in customer service.
- Use driver performance reviews to identify areas for additional training.

3. Evaluation and Certification:

- Test drivers on their understanding of company policies and driving skills at the end of the training program.
- Provide a certificate of completion for the training program and maintain records for compliance purposes.

System for Conducting Driver License Checks

Regularly verifying driver's licenses ensures compliance with legal requirements and mitigates risks associated with unqualified drivers.

1. Initial License Verification:

- All candidates are required to present a valid driver's license during the hiring process.
- Use Motor Vehicle Records (MVR) check to verify license validity and review the driver's history for traffic violations or suspensions.

2. Ongoing Checks:

- Conduct MVR checks annually for all drivers to ensure licenses remain valid and free of new violations.
- Use automated services like SambaSafety or MVR Online for real-time monitoring of driver license statuses.

3. Disqualifying Factors:

- Suspended or expired licenses.
- Major violations (e.g., DUIs, reckless driving) within the past 3-5 years.
- Pattern of minor violations that indicate unsafe driving behavior.

Policies Regarding Alcohol and Drug Use by Drivers

Maintaining a zero-tolerance policy for alcohol and drug use is critical for safety and compliance with federal regulations.

1. Zero-Tolerance Policy:

- Drivers are prohibited from consuming alcohol or using drugs while on duty or within 8 hours of operating a company vehicle.
- Any driver found under the influence while on duty will face immediate termination.

2. Pre-Employment Drug Testing:

- All new hires must pass a drug test before starting employment. Tests should screen for:
 - Marijuana (THC)
 - Cocaine
 - Opiates
 - Amphetamines
 - Phencyclidine (PCP)
- Partner with a certified drug testing provider to handle pre-employment screenings.

3. Random Drug and Alcohol Testing:

- Conduct random drug and alcohol tests annually for all drivers, as FMCSA regulations require for CDL drivers.
- Use a third-party administrator (TPA) to manage the random testing pool.

4. Post-Accident Testing:

- Require alcohol and drug testing for drivers involved in accidents resulting in:
 - Fatalities.
 - Bodily injury requiring medical attention.

- Citation for a moving traffic violation.
- Tests must be conducted within 8 hours for alcohol and within 32 hours for drugs after the accident.

5. Reasonable Suspicion Testing:

- Supervisors must be trained to recognize signs of impairment (e.g., slurred speech, erratic behavior).
- If impairment is suspected, the driver must immediately undergo testing.

6. Rehabilitation and Return-to-Duty:

- If a driver tests positive for drugs or alcohol, they may be removed from duty and referred to a Substance Abuse Professional (SAP).

Return-to-duty testing and follow-up testing for up to five years are required before the driver can resume work.

7. Education and Awareness:

- Provide all employees with information about the risks of substance abuse and the company's drug-free workplace policy.
- Include mandatory training for drivers and supervisors about the policy and how testing is conducted.

Implementation and Documentation

1. Policy Distribution:

- Provide all drivers with copies of the company's hiring standards, training program, and drug and alcohol policies.

2. Recordkeeping:

- Maintain detailed records of background checks, MVR checks, training completion, and drug/alcohol test results.

3. Compliance Audits:

- Conduct periodic audits to ensure all policies and procedures are being followed.

Statement on Purchasing a Vehicle in 2026

As part of our strategic growth plan, J Rob Moving Solutions is committed to expanding and enhancing our fleet to serve our customers better and meet the increasing demand for professional moving services. In 2026, we plan to purchase a new vehicle that will align with our operational needs, meet regulatory standards, and improve our ability to service our designated areas with greater efficiency and reliability.

Rationale for the Vehicle Purchase:

1. Increased Service Demand:

- Our service areas have experienced consistent growth, with more customers relying on our professional moving services for household goods. Adding a new vehicle to our fleet will enable us to handle a higher volume of jobs while maintaining our commitment to punctuality and exceptional service.

2. Service Area Expansion:

- This new vehicle will allow us to expand our reach into additional service areas, accommodating both long-distance and local moves. By increasing our fleet capacity, we can better serve customers across Pennsylvania and beyond, ensuring a seamless moving experience regardless of location.

3. Improved Efficiency:

- A modern, fuel-efficient vehicle will enhance route optimization and reduce operating costs, allowing us to complete moves more quickly and with lower fuel consumption. This efficiency directly benefits both our customers and the company's bottom line.

4. Compliance and Safety:

- By purchasing a new vehicle, we ensure compliance with the latest FMCSA and Pennsylvania Public Utility Commission (PUC) regulations, including safety features, emissions standards, and vehicle equipment standards under 67 Pa. Code, Chapter 175. This proactive approach maintains our commitment to safety and reliability.

5. Enhanced Customer Experience:

- The new vehicle will ensure that we can transport household goods with greater care and security. Equipped with modern technology and tools, it will allow for smoother loading/unloading processes and better protection of fragile or oversized items.

6. Business Continuity:

- Adding a new vehicle to our fleet will reduce downtime caused by maintenance of older vehicles and provide backup capacity during peak moving seasons. This ensures uninterrupted service and prevents delays in fulfilling customer commitments.

Vehicle Specifications and Benefits:

- Capacity: A larger or more specialized vehicle will allow us to handle bigger moves or jobs requiring unique equipment, such as those involving pianos, antiques, or other heavy items.

- Fuel Efficiency: Investing in a fuel-efficient vehicle aligns with our goal of reducing operational costs while supporting environmentally friendly practices.

- Technology: Modern vehicles often include advanced safety features (e.g., backup cameras, lane departure alerts) and GPS integration, which improve driver safety and route planning.

How This Vehicle Will Service Our Areas:

The addition of this vehicle will directly impact our service areas by:

1. Increasing Availability: We'll be able to accommodate more customers in both urban and rural areas, reducing wait times and scheduling conflicts.

2. Supporting Larger or Complex Moves: The vehicle will allow us to handle moves that require more space or specialized equipment, meeting the diverse needs of our customers.

3. Improving Reliability: With a modern and well-maintained fleet, we can ensure on-time arrivals and seamless service, building trust and satisfaction among our clients.

4. Expanding Geographic Reach: This vehicle will help us extend our services to underserved areas, allowing J Rob Moving Solutions to grow our customer base and reputation.

Conclusion:

Purchasing a new vehicle in 2026 is a strategic investment in the future of J Rob Moving Solutions. It demonstrates our commitment to meeting customer needs, enhancing service quality, and expanding our reach. By strengthening our fleet, we can continue to provide safe, reliable, and efficient moving services to households across Pennsylvania and beyond.

A periodic vehicle maintenance plan is essential to ensure that J Rob Moving Solutions maintains a fleet of vehicles that comply with 67 Pa. Code, Chapter 175 (Vehicle Equipment and Inspection) and operate safely. Below is a detailed plan that incorporates compliance with Pennsylvania's vehicle equipment standards.

Exhibit 3

Periodic Vehicle Maintenance Plan

1. Maintenance Schedule

A regular maintenance schedule ensures that vehicles are inspected, repaired, and maintained to meet both operational needs and legal requirements under 67 Pa. Code, Chapter 175.

- Daily Inspections:

- Drivers must perform a pre-trip and post-trip inspection of the vehicle, documenting any issues.

- Key areas to inspect:

- Brakes: Ensure proper function and no excessive wear.
- Lights: Check headlights, brake lights, turn signals, and hazard lights.
- Tires: Inspect for proper inflation, tread depth, and damage.
- Fluid Levels: Check oil, coolant, brake fluid, and windshield washer fluid.
- Mirrors and Windshield: Ensure visibility is clear and mirrors are properly adjusted.
- Battery: Verify secure fastening and no corrosion on terminals.

- Monthly Inspections:

- Conduct a more detailed inspection of the vehicle, including:
 - Suspension System: Check for wear or damage to shocks, struts, and springs.
 - Steering System: Ensure proper alignment and no excessive play in the steering wheel.
 - Exhaust System: Inspect for leaks or damage.
 - Belts and Hoses: Check for cracks, fraying, or leaks.

- Keep a log of all maintenance activities, including dates, services performed, and parts replaced.

- Retain records for at least 12 months or as required by Pennsylvania law.

- Inspection Certificates:

- Maintain copies of annual state inspection certificates for each vehicle.

4. Training for Drivers and Maintenance Staff

Proper training ensures that drivers and maintenance personnel understand their responsibilities and can identify potential issues.

- Driver Training:

- Train drivers to perform thorough pre-trip and post-trip inspections.

- Educate drivers on recognizing warning signs of mechanical issues (e.g., unusual noises, vibrations, or dashboard warning lights).

- Maintenance Staff Training:

- Ensure maintenance staff are familiar with 67 Pa. Code, Chapter 175 and understand the specific requirements for vehicle equipment and inspections.

- Provide ongoing training on new technologies and updates to Pennsylvania's vehicle regulations.

5. Monitoring and Auditing

Regular monitoring and auditing of the maintenance program ensure compliance and identify areas for improvement.

- Internal Audits:

- Conduct quarterly audits of maintenance records and inspection logs to ensure accuracy and completeness.

- Verify that all vehicles are up-to-date on inspections and preventive maintenance.

- Third-Party Inspections:

- Consider hiring a third-party inspector to review your fleet's compliance with 67 Pa. Code, Chapter 175 and provide recommendations for improvement.

6. Emergency Repairs

Establish a system for handling emergency repairs to minimize downtime and ensure safety.

- Roadside Assistance:

- Partner with a roadside assistance provider to handle breakdowns or emergencies.

- Spare Vehicles:

- Maintain a small fleet of spare vehicles to ensure uninterrupted service during repairs.

By implementing this Periodic Vehicle Maintenance Plan, J Rob Moving Solutions can ensure that its fleet remains safe, reliable, and compliant with 67 Pa. Code, Chapter 175. This plan will also help reduce downtime, improve customer satisfaction, and minimize the risk of accidents or violations.

- Quarterly Preventive Maintenance:

- Perform a full-service maintenance check, including:
 - Oil and filter changes.
 - Tire rotation and alignment.
 - Brake system inspection and replacement of worn components.
 - Inspection of the lighting and electrical systems to ensure compliance with 67 Pa. Code § 175.175.

- Annual State Inspection:

- Ensure all vehicles pass the Pennsylvania state inspection under 67 Pa. Code, Chapter 175. This includes compliance with brakes, tires, lighting, emissions, and other critical systems standards.

2. Compliance with 67 Pa. Code, Chapter 175

To comply with Pennsylvania's vehicle equipment standards, the following systems must meet the requirements outlined in Chapter 175:

- Lighting and Electrical Systems:

- All vehicles must have functioning headlights, brake lights, turn signals, and hazard lights.
- Batteries must be securely fastened to prevent movement during operation.
- Ensure compliance with 67 Pa. Code § 175.175 for lighting systems.

-*Braking Systems:

- Vehicles must have properly functioning service brakes and parking brakes.
- Brake pads and rotors must meet minimum thickness requirements as specified in 67 Pa. Code, Chapter 175.

- Tires and Wheels:

- Tires must have a tread depth of at least 2/32 of an inch and be free of cuts, bulges, or other damage.

- Wheels must be free of cracks or other structural issues.

- Windshield and Mirrors:

- Windshields must be free of cracks or obstructions that impair the driver's view.

- Mirrors must be securely mounted and provide a clear view of the rear and sides of the vehicle.

- Exhaust System:

- The exhaust system must be free of leaks and properly secured to the vehicle.

- Suspension and Steering:

- Suspension components must be in good condition, with no excessive wear or damage.

- Steering systems must allow for proper control of the vehicle.

3. Recordkeeping

Maintaining detailed records of all inspections, repairs, and maintenance activities is critical for compliance and operational efficiency.

- Daily Inspection Logs:

- Require drivers to complete a daily vehicle inspection report (DVIR) and submit it at the end of each shift.

- Address any issues noted in the DVIR before the vehicle is used again.

- Maintenance Records:

8. Please explain what steps you have taken to determine if you can obtain insurance and pay the required insurance premiums.

Exhibit A

9. State whether the applicant has been convicted of a misdemeanor or felony. If applicant is partnership, limited liability partnership, corporation, or limited liability company this question applies to all members, officers, and/or shareholders. If "YES", explain.

_____ YES NO

10. Financial Data. Complete the "Statement of Financial Position", which follows this page. Please feel free to also provide additional information explaining why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

Verification of Statement

The undersigned deposes and says that he/she is authorized to and does make this verification and that the facts set forth therein are true and correct to the best of his/her knowledge, information, and belief. The undersigned understands that false statements herein are made subject to penalties of 18 Pa. C. S. Section 4904 relating to unsworn falsification to authorities.


(Signature)
Robert Robinson, owner
(Name and Title, printed or typed)

12/17/24
(Date)

Statement of Financial Position (Balance Sheet)
As of (date) 11/30/2024
(Must be less than 6 months old)

ASSETS

Current Assets		
Cash	<u>3000</u>	
Other Current Assets (specify)	<u>3600</u>	
Total Current Assets		<u>6600</u>
Tangible Assets		
Motor Vehicle Equipment	<u>10,000</u>	
Property (buildings, land, etc.)		<u>10,000</u>
Office Equipment		
	TOTAL ASSETS	<u>16,600</u>

LIABILITIES

Current Liabilities (Due within one year of date)		
Loans		
Credit cards/revolving credit	<u>600</u>	
Other Liabilities (Attach schedule)		
Total Current Liabilities		<u>600</u>
Long Term Liabilities (Due after one year of date)		
Mortgage		
Long term commercial loan		
Other Liabilities (Attach Schedule)		
Total Long-Term Liabilities		<u>0</u>
	TOTAL LIABILITIES	<u>600</u>

Statement on Obtaining Insurance for Vehicles

At J Rob Moving Solutions, securing comprehensive insurance coverage for all company vehicles is a critical step in ensuring the safety of our operations, compliance with federal and state regulations, and protection against potential risks. Our insurance policy serves as a safeguard for our vehicles, drivers, customers, and the company as a whole in the event of accidents, damage, or other unforeseen incidents.

- At this, J Rob Moving Solutions does not have any vehicles. We plan to purchase a box truck sometime in 2026.

Key Insurance Requirements:

1. Liability Insurance:

- Pennsylvania law and federal regulations require all motor carriers to maintain liability insurance to cover bodily injury and property damage caused by accidents involving company vehicles.

- For intrastate operations, we comply with the Pennsylvania Public Utility Commission (PUC) minimum liability insurance requirements:

- \$750,000 for vehicles weighing less than 10,000 lbs.

- \$1,000,000 or more for vehicles weighing 10,001 lbs or more.

- For interstate operations, we meet FMCSA requirements for liability insurance, which range from \$750,000 to \$5,000,000, depending on the size and type of cargo.

2. Cargo Insurance:

- As a moving company, we also maintain cargo insurance to cover the value of household goods transported. This ensures our customers are protected in the event of loss or damage to their belongings during transit.

- Pennsylvania requires a minimum of \$5,000 in cargo insurance coverage per vehicle.

3. Physical Damage Coverage:

- To protect our fleet, we obtain comprehensive and collision coverage for all vehicles. This covers damages caused by events such as accidents, theft, vandalism, fire, or natural disasters.

4. Uninsured/Underinsured Motorist Coverage:

- This coverage protects J Rob Moving Solutions in the event of an accident caused by a driver who is uninsured or does not carry sufficient insurance to cover the damages.

5. Workers' Compensation Insurance (for Drivers and Crew):

- To protect employees involved in vehicle-related work or moving tasks, we also maintain workers' compensation insurance, as required by Pennsylvania law.

Steps to Secure Insurance:

1. Work with a Specialized Insurance Provider:

- We partner with insurance providers that specialize in coverage for moving companies and motor carriers, ensuring our policy meets both Pennsylvania's PUC requirements and federal FMCSA standards.

2. Assess Fleet and Operations:

- We provide the insurance provider with detailed information about our fleet, including:

- Vehicle types, weights, and values.

- Average mileage and operational territory (intrastate or interstate).

- Number of drivers and their records.

3. Periodic Review of Coverage:

- We review our insurance policies annually or as our fleet or operations change to ensure adequate coverage and compliance.

Benefits of Insurance:

Customer Trust: This demonstrates our commitment to protecting our customers' belongings and providing a reliable, professional moving service.

- **Risk Mitigation:** Minimizes financial losses in accidents, theft, or damage.

- **Regulatory Compliance:** Ensures we meet legal requirements set by the PUC, FMCSA, and Pennsylvania law.

Business Continuity protects the company's assets and operations, allowing us to continue serving customers without interruptions.

At J Rob Moving Solutions, we prioritize safety and preparation, and our vehicle insurance policy is a cornerstone of our commitment to operating a responsible and professional moving company.